

YANCEYVILLE TOWN COUNCIL
MEETING MINUTES
Tuesday, February 7th, 2023
6:00pm

The meeting of the Town Council was held in the Yanceyville Town Council Chambers at the Yanceyville Municipal Services Building located at 158 East Church Street, Yanceyville, NC and streamed through the WebEx platform on Tuesday, February 7th, 2023, at 6:00pm.

Council Members present: Mayor- Alvin Foster, Mayor Pro Tem- Odessa Gwynn, Keith Tatum, and Brian Massey

Staff present in person: Kamara Barnett-Town Manager/Clerk, Georgetta Swann- Deputy Clerk, Lee Farmer- Town Attorney and Elvis Strader- Public Works

Item 1: Call to Order

Mayor Alvin Foster called the Town Council Meeting to order at 6:02 pm. The meeting opened with a prayer. He asked all to stand for the pledge of allegiance. Mayor Foster also stated that the Yanceyville Town Council rules and procedures reflect the revisions of the North Carolina open meeting law of the North Carolina General Statutes, a copy of the Yanceyville Town Council rules and procedures are available upon request. Yanceyville Town Council also has rules and procedures for electronic meetings that reflect the revisions of the North Carolina open meeting law of the North Carolina General Statutes, a copy of the Yanceyville Town Council rules and procedures are available upon request.

Item 2: Review and Adoption of Agenda – Mayor & Council

Mayor Foster asked Town Council for a motion. After a brief review, Mayor Pro Tem Gwynn made a motion to adopt the agenda as presented. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 3: Consent Agenda

- a.) Minutes from January 10th, 2023, Town Council Meeting.
- b.) Minutes from January 19th, 2023, Recess Town Council Meeting

Mayor Foster asked Town Council to review the Consent Agenda. After a short review, Councilman Massey made a motion to adopt the Consent Agenda as presented. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

Item 4: Public Comment

Mayor Foster called Mr. John Claggett to the podium to address his comment (s). Mr. John Claggett of 108 Jaye Lane Providence, NC 27315. Mr. Claggett noted that on May 13th, 2022, almost nine months ago, he addressed Mayor Foster regarding the accessibility of the

Yanceyville Town Council's Agendas and Minutes electronically, as that feature had ceased on the Town's new website. Mr. Claggett stated that Mayor Foster responded eight days later and explained some of the difficulties experienced and processes required and noted that the Town was working on it. Mr. Claggett indicated that Mayor Foster further explained that by law the Town was doing what is required. Mr. Claggett stated that Mayor Foster referenced that he understood the convenience of having a website for the public, and Town is diligently working to be able to populate content in a different manner. Mr. Claggett indicated that Mayor Foster thanked him for his inquiry. Mr. Claggett further explained that this issue still exists. Mr. Claggett stated I, the public have one question, what is the Town's definition of diligently? Mr. Claggett thanked Town Council for their time.

Mayor Foster called Mrs. Vicky Hastings to the podium to address her comment (s). Mrs. Vicky Hastings of 336 West Main Street Yanceyville NC, 27379. Mrs. Hastings stated that she would like to tag team that thought process. She mentioned that she has a strong background in marketing and would like to give a simple recommendation. She explained that the Town of Yanceyville website is a vital form of communication. Mrs. Hasting explained that the Town's website was the first place she went when she was interested in purchasing her home and wanted to see what kind of community she and her husband would be investing in for their retirement. She indicated that the Town's website is beautiful, but it needs more content and communication. She added that she felt it would also give more transparency and get more involvement from the community. Mrs. Hastings indicated that she thinks it would save Town Manager Barnett a ton of time emailing agenda packets when she could just go to website and download content. Mrs. Hastings stated that the website is a tool that could be utilized a lot better. She added that the website could promote tourism, excitement, and involvement in the community. Mrs. Hastings thanked Town Council for their time.

Mayor Foster called Mr. Matthew Hoagland to the podium to address his comment (s). Mr. Matthew Hoagland of 291 West Main Street Yanceyville NC, 27379. Mr. Hoagland indicated that he was not sure of the details surrounding Item Nine: Discussion of Farmers Market/Pavilion Grant Opportunity on the agenda tonight, but he wanted to applaud Town Council for the pursuit of the Farmers Market's to move to the Downtown Area (Pavilion). He mentioned that he had a conversation with Travis Hoesli, NC Cooperative Extension County Director. Mr. Hoagland stated, I think that we're in a situation where not only do we need more activities in the downtown core to drive economic development/activities in Town, but I think we probably have a lot of residents who are in walking distance to several amenities or may not have the transportation to get to the grocery store or get food in a convenient manner. He added, I think this would be a win-win to get the Farmers Market downtown. Mr. Hoagland stated, I just want to applaud the efforts again. I know that Town Manager Barnett has met with Travis Hoesli, and Amanda Hodges with the Chamber recently, as well. Mr. Hoagland stated, I think it would be possibly another opportunity or a kind of an opportunity to fold some other things in as well if the Farmer's Market/Pavilion we're multi use. A place to have food trucks and maybe onsite bathrooms. Even if there's not a Farmers Market, folks can use it for other events. If there's a band in the pavilion, for example, then you can still have activities at the Pavilion, even if it's not utilized for Farmer's Market. Mr. Hoagland noted that if he could assist the Town either as the County Planner, or just as a private citizen he would be happy to help.

Item 5: Water and Wastewater Treatment Facilities Update: Gary Stainback, Inframark Representative

Mayor Foster introduced Gary Stainback, Inframark. Mr. Stainback updated and presented Town Council the monthly update as follows:

Yanceyville Water Treatment Plant

Elevated water storage tank physical level indicator malfunctioned during the month. Town organized repair of this unit as well as a follow up service call. Tested on site manual pressure gauge to be used as a secondary method of determining tank levels. Town has retained Sanford Electric to repair the electronic tank level indicator that is connected to the water plant's telemetry system. Parts are ordered for this repair and are scheduled to arrive by February 3rd. This upcoming repair work will also resolve the plant's remote access to monitor and operate the finished water pumps.

Next Disinfection by Products samples will be collected in February.

Carbon feed system project was completed in January. Facility is currently feeding carbon. This will assist with managing the Disinfection by Products.

Maintenance staff purchased parts to repair fence at the water treatment plant. Repair was started on February 1st 2023.

Town has obtained a cost to rebuild the finish water pump check valve. Parts should be received in approximately three weeks.

Maintenance staff installed a new Potassium Permanganate chemical feed pump to achieve the desired dosage for the treatment strategy currently in place.

Yanceyville Wastewater Treatment Plant

The wastewater treatment plant experienced elevated effluent Biological Oxygen Demand (BOD) and Fecal Coliform levels because of the problems experienced during the extreme weather conditions on December 24th, 2022. Support staff and equipment was provided to assist on-site staff in resolving this issue.

Maintenance staff and equipment was provided to repair a wastewater mixer in one of the treatment tanks.

Mayor Foster thanked Mr. Stainback for presenting a detailed report.

Item 6: Consideration and Award of 9-11 Memorial Project Bid- Troy King Project Engineer-Alley, Williams, Carmen

Mayor Foster introduced Mr. Troy King, Project Engineer, AWCK to Town Council. Mr. King thank Town Council for the opportunity to speak before Council. Mr. King indicated that the Town of Yanceyville 9-11 Memorial Project received a total of eight bids for the referenced project on January 31st, 2023at 2:00pm Mr. King indicated that a certified summary tabulation of bids was enclosed in the agenda packet for review. W.C. Construction Company, LLC submitted the lowest responsive proposal in the amount of \$192,000.00, which is within the project budget. We are currently working with W.C. Construction on a project in Gibsonville and our Kannapolis office has successfully completed projects with them in the past as well. Based upon our collective experience with this contractor, we recommend the referenced contract be awarded to W.C.

Construction Company, LLC. Mr. King thanked Town Council for the opportunity to serve the Town of Yanceyville and noted that they look forward to working with the Town and Contractor should the Council vote to move forward with the construction phase of this project.

After a brief discussion, Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Tatum made a motion to award W.C. Construction Company, LLC the lowest responsive proposal in the amount of \$192,000.00 to construct the Town of Yanceyville 9-11 Memorial Project. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item: 7 Consideration and Adoption of Budget Amendment II for Fiscal Year ending June 30, 2023

Town Manager Barnett read aloud the Budget Amendment II for Fiscal Year ending June 30, 2023

BE IT ORDAINED by the Yanceyville Town Council that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2023

Section 1. To amend the General Fund, the revenues are to be changed as follows:

	<u>Decrease</u>	<u>Increase</u>
Appropriation from Fund Balance		\$340,000

This will result in a net increase of \$340,000 in the revenues of the General Fund Budget.

Section 2. To amend the General Fund Budget Ordinance the expenditures are to be changed as follows:

	<u>Decrease</u>	<u>Increase</u>
Fire Department		\$340,000

This will result in a net increase of \$340,000 in the expenditures of the General Fund Budget.

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Massey made a motion to approve Budget Amendment II for Fiscal Year ending June 30, 2023. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 8: Town Manager Report- Kamara Barnett

Town Manager Barnett indicated that she had a few announcements.

- Joint Town Council Meeting scheduled for Thursday, February 16th, 2023, 6pm located CoSquare, hosted by Caswell County Board of Commissioners.
- The schedule for our 2023 First Friday/Cruise-in event are being finalized at this time and will be present at the next Town Council Meeting.

-Community Lunch hosted by the Caswell County Local Foods Council will take place on tomorrow, Wednesday, February 8th from 11:30 to 1:30pm located at CoSquare. She added that the 2023 Farmers Market will run through April 20th- September 27th.

Town Manager Barnett noted at the previous meeting we discussed the traffic study surrounding speed limits in the downtown area. Uniform speed limits were purposed for North Avenue, Main Street, Main Street East, and West Main Street also including Hooper Avenue would be 25 mph. There were several concerns and questions surrounding the use of traffic calming devices/ methods specifically in and around the West Main Street Community. Town Manager Barnett indicated that at this time, she hasn't received a response from NCDOT. However, Mr. Vance Barham, Traffic Engineer for our division has been out of the office and as soon as she receives a definitive answer, she will provide an update to Town Council.

Town Manager Barnett explained that in our previous meeting, Town Council declared Map& Parcel 0097 016, specifically known as 1818 NC Hwy 62, Yanceyville, NC (Blackwell Property) as surplus. Town Manager Barnett indicated that there was discussion on whether the Town would sell the property in one or two tracts. She also indicated that Town Council will need to consider how the property will be disposed. She explained that there are several methods of sale that the Town can utilize, Private negotiation and sale, Advertisement for sealed bids, Negotiation offer advertisement and upset bid, Public auction, and Exchange. Town Manager Barnett recommended having a market analysis done on the property and consult with a surveyor. Town Attorney Farmer indicated that it would be extremely hard to decide on whether to sale the property in one tract or two tracts without having a market analysis done. Councilman Tatum asked when the property was donated to the Town was it surveyed? Town Attorney Farmer noted that if the property is sold in two tracts the surveyor would only have to shoot one line. Councilman Tatum stated why not sale the property in one tract and if we don't receive an offer that we are satisfied with, then consider selling the property in two tracts. Attorney Farmer mentioned if you are not satisfied with the price in one tract, then you will need to go back and do a market analysis and consult a surveyor. He suggested selling the property in two tracts and put them both on the market at the same time , and if someone is interested in buying all the property they can bid on both tracts. Councilman Tatum asked if we sale the property in one tract do we need to have the property surveyed again or would the previous survey suffice? Attorney Farmer answered yes it would suffice. Attorney Farmer noted that most lenders will not do a house loan and farm loan together. A conventional bank will not loan money on more than ten acres and a house. If you are buying a house and a farm, you must go to an agricultural vendor such as Farm Credit. Councilman Tatum indicated that he thinks it would be easier to sale the property in one tract. Mayor Foster asked who provided the market analysis on the Airport Estates Property, Town Manager Barnett answered Century 21 Real Estate. Councilman Massey asked do we need the market analysis done before we move forward. Town Manager Barnett indicated that her recommendation is to have an analysis done before moving forward. Town Attorney Farmer added that this property is encumbered by the person who gifted this property to the Town with a covenant that whatever money received from the sale of the property. The money would be placed in a restricted fund for the Yanceyville Municipal Airport for future operations and maintenance.

Mayor Foster made a motion authorizing the Town Manager to handle to the disposal of Map& Parcel 0097 016, specifically known as 1818 NC Hwy 62, Yanceyville, NC (Blackwell Property) with discretion. After no further discussion, the motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

Item:9 Discussion of Farmers Market/Pavilion Grant Opportunity- Mayor Foster

Mayor Foster stated he and Town Manager Barnett met with Travis Hoesli, NC Cooperative Extension County Director and Amanda Hodges regarding the Farmers Market relocating to the Pavilion area. Mayor Foster noted that he received an email from the North Carolina Tobacco Trust Fund Commission regarding upcoming grant opportunities. He explained that the NCTTFC was created to assist current/former tobacco farmers, former quota holders, persons engaged in tobacco-related businesses, individuals displaced from tobacco-related employment, and tobacco product component businesses in NC that have been affected by the adverse effects of the Master Settlement Agreement (MSA). Mayor Foster mentioned that after speaking to a representative of the commission a Farmers Market concept is highly supported. Mayor Foster mentioned that the Pavilion area could be used for multi purposes including bathrooms and shelter in case of weather conditions while having other events. Mayor Foster added that several local Churches, Nonprofit organizations, and County agencies use the Pavilion for events and feels the added amenities would increase use.

Mayor Foster asked Town Council for authorization to apply for the grant funding from the North Carolina Tobacco Trust Fund Commission. After no further discussion, Councilman Massey made a motion to move forward with application process for the North Carolina Tobacco Trust Fund Commission. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 10: Informal Discussion/Public Comment- Discussion & Comments must directly relate to agenda items

Ms. Hastings inquired about the Farmers Market and would like more details. Mayor Foster explained that the Farmers Market was originally located on NC Hwy 86 N located in the shopping center where Goodwill Industries is located. The space is now occupied with a U- Haul and Shed Building Business. The Farmers Market needed a more permanent location and the Caswell Local Foods Council and NC Cooperative Extension asked if the Town would be interesting in allowing the Farmer's Market set up in the Pavilion area with the intentions of more community engagement, pedestrian traffic, and food security for citizens in Town. Town Manager Barnett referenced that the Farmers Market would start this year on April 20th - September 27th on every Thursday from 4:00-6:30, with pop-up markets in November for Thanksgiving and in December for the Christmas Holiday. Mr. Hoagland inquired about public bathrooms. Mayor Foster answered the use of the bathrooms would be limited to those that reserved the Pavilion.

Mr. Hastings asked Mayor Foster for an update on the Summit he attended regarding Water Infrastructure. Mayor Foster indicated that the summit was held to discuss the application process for the Spring 2023 funding round regarding Infrastructure Improvements North Carolina Department of Environmental Quality. He noted that applications for drinking water

and wastewater construction projects will be considered for funding from the State Revolving Funds and the Community Development Block Grant-Infrastructure programs.

Mayor Pro-Tem Gwynn inquired about the water issues that occurred during the Christmas Holiday. Town Manager Barnett explained that Town Staff is continuing to collect contact information of citizens and businesses in the case of emergencies to make sure everyone receives proper notification in a timely and feasible manner. Town Manager Barnett indicated that individual's consumer information through several sources such as social media platforms, the town website, bulletin board, local radio station, red code alert and, etc. She explained that the database that the Town currently has comes directly from the billing software which only identifies property owners only not renters. Town Manager Barnett indicated that a message board could be an effective method of communication and disseminating information to citizens. Mayor Pro Tem Gwynn mentioned that her water at her residence is still discolored and has been since 2020 . She also mentioned that this water situation is an inconvenience (cooking, bathing, etc.)

Item 11: Adjournment

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Tatum made a motion to adjourn the Town Council Meeting. Councilman Massey seconded the motion that passed with a unanimous vote. Meeting ended at 7:15pm

Kamara Barnett, Town Clerk and Georgetta Swann, Deputy Clerk prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting.

Respectively Submitted:

Alvin Foster, Mayor

Kamara Barnett, Town Clerk

Georgetta Swann, Deputy Clerk